



BUILDING PERMIT APPLICATION WORKSHEET

Liberty Lake Planning & Building Services
 22710 E. Country Vista Drive, Liberty Lake WA 99019
 Phone: (509) 755-6707 Fax: (509) 755 6713
 Website: www.libertylakewa.gov

OWNER / APPLICANT INFORMATION

Owner: Phone: Fax:	Applicant: Phone: Fax:
Mailing Address:	Mailing Address:
City, State, Zip:	City, State, Zip:
Contractor: Phone: Fax:	Architect/Engineer: Phone: Fax:
Mailing Address:	Mailing Address:
City, State, Zip:	City, State, Zip:
WA State Contractor License #: Contractor License Expiration Date:	Project Contact Name: Phone: Email:
<i>All businesses who are located in or perform work in the City of Liberty Lake must have a current City Business License</i>	
Do you have a current City of Liberty Lake Business License: Yes No UBI Number:	
Has the project been reviewed & approved by a Homeowners Assoc. / Development Design Review Committee? (Please circle one) Not Applicable Yes No Applicant Initials:	

BY SIGNING BELOW, I ACKNOWLEDGE THAT A MINIMUM OF 24 HRS. NOTICE IS REQUIRED FOR ALL INSPECTION REQUESTS

Property Owner's Signature (REQUIRED)	Printed Name	Date
Applicant's Signature (REQUIRED)	Printed Name	Date

SITE SPECIFIC INFORMATION

Street Address:			Assessor's Tax Parcel:
Legal Description:			Section: Township: Range:
or Lot:	Block:	Subdivision:	Estimated Value of Project:
Project Description:			
Single Family Res.	Multi-Family Res.	Manufactured Home	Commercial / Industrial
Basement Finish	Grading	Addition / Alteration	Tenant Improvement (New / Changes)
Fire Suppression	Deck	Accessory Structure	Other:

Are there existing structures on the property? Yes / No	What is the current property size? (sq. feet or acres)
Is the property within a 100-year flood plan? Yes / No	Is the property within 250 feet of a shoreline? Yes / No
Are there wetlands within 200 feet? Yes / No	Is there evidence of fill or excavation? Yes / No
Is the property in a wildlife habitat area? Yes / No	What is the current use of this property?
Is the site served by a septic system? Yes / No	Are or will there be wells located on the property? Yes / No
Are there slopes greater than 30% on the property (30 ft. rise in 100 ft.)? Yes / No (____%)	Are critical or hazardous materials used or stored on site? Yes / No

SPECIFIC PROJECT INFORMATION

Manufactured Home	Width:	Length:	Year:
State Approved? Yes / No	Number of Sections:	Make & Model:	State Approved? Yes / No
Fire Safety	Value:		
Fire Sprinkler / Paint Booth / Fireworks Display / Tent / Fire Alarm			
Relocation	Previous Address:		Proposed Use:
Multi-Family Residential	# of Units:	# of Stories:	Site Zoning: Adjacent Zoning:
Special Inspections Required?	NO YES (If Yes, Please Provide List of Inspectors)		

BUILDING INFORMATION (PLANNING & BUILDING SERVICES OFFICE USE ONLY)

# of Stories:	Peak Height:	Total Habitable (sq. ft.):	
Main Sq. Ft.:	Upper Sq. Ft.:	Lower Sq. Ft.:	Other Sq. Ft.:
Fin. Bsmt. Sq. Ft.:	Unfin. Bsmt. Sq. Ft.:	Deck Sq. Ft.:	Cov. Deck Sq. Ft.:
Garage Sq. Ft.:	Acc. Sq. Ft.:	Occupancy Group:	Construction Type:
Occupant Load:	Heat Source: Gas / Electric / Other:		Sprinklers: Yes No
Water Purveyor:	Sewer Purveyor:	Fire District:	School District:
Front Setback:	Rear Setback	Right Side Setback:	Left Side Setback:
Lot Coverage %:	Zoning:	Designated Stormwater Control Area? Yes / No	Other Mitigation / Impact Fee Area:

PROJECT VALUE:	Building & Fire Code Permit Fee	
Processing Fee Paid Prior:	Receipt #:	Com. / Res. Plan Review Fee
Date Received	SBCC Fee	
	Harvard Rd. Mitigation Fee	
	Planning Review Fee	
	City Engineer Review Fee	
	Subtotal	
	Plumbing Permit Fee	
	Mechanical Permit Fee	
	Other Fees:	
	Other Fees:	
	Other Fees:	
Total Permit Fees Due		